SCTC No.13

COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED TRIBES

(FOURTH LOK SABHA)

TENTH REPORT

MINISTRY OF TOURISM AND CIVIL AVIATION

Reservations for Scheduled Castes and Scheduled Tribes in Indian Airlines

सत्यमेव जयते

LOK SABHA SECRETARIAT
NEW DELHI

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14	4.13	6	any	many
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COMMITTEE ON THE WELFARE OF SCHEDULED CASTES AND SCHEDULED TRIBES

Shri D. Basumatari—*Chairman*

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2. Shri J. R. Kapur—*Under Secretary.*

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*Ceased to be Member of the Committee on his retirement from Rajya Sabha with effect from 2nd April, 1970 and re-elected on 19th May, 1970.

**Elected on 19th May, 1970 *vice* Shri B.D. Khobaragade who resigned from the Committee with effect from 27th February, 1970.

***Elected on 19th May, 1970 *vice* Shri Dayaldas Kurre who ceased to be Members of the Committee on his retirement from Rajya Sabha with effect from 2nd April, 1970.

INTRODUCTION

I, the Chairman, Committee on the Welfare of Scheduled Castes and Scheduled Tribes, having been authorised by the Committee to submit the Report on their behalf, present this Tenth Report on the Ministry of Tourism and Civil Aviation—Reservations for Scheduled Castes and Scheduled Tribes in Indian Airlines.

2. The Committee took the evidence of the representatives of the Ministry of Tourism and Civil Aviation and Indian Airlines on the 16th August, 1970. The Committee wish to express their thanks to the Secretary of the Ministry of Tourism and Civil Aviation and the General Manager of Indian Airlines and other officers of the Ministry of Tourism and Civil Aviation and Indian Airlines for placing before the Committee material and information they wanted in connection with the examination of the subject.

3. The Report was considered and adopted by the Committee on the 28th September, 1970.

4. A summary of conclusions/recommendations contained in the Report is appended (Appendix IX).

D. BASUMATARI,
Chairman,
Committee on the Welfare of Scheduled Castes and Scheduled Tribes.

NEW DELHI;
November 9, 1970.
Kartika 18, 1892 (S).

I

INTRODUCTORY

1.1. The Indian Airlines came into being on 1st August, 1953, when it took over as a running concern, the assets and business of eight Air Transport Companies operating scheduled services in India. In accordance with Section 20 of the Air Corporations Act, 1953, all employees of Air Companies taken over by the Indian Airlines, with the exception of certain executives, continued to be in the employment of the Indian Airlines. Rules and Regulations concerning Recruitment and Promotions continued to be the same as followed by the respective Airlines till the 31st December, 1954. The staff strength as on 31-12-1954 was 7107.

1.2. The Committee have been informed during evidence that in November, 1954, the Ministry of Home Affairs agreed in principle that the reservation orders in respect of Scheduled Castes and Scheduled Tribes should also apply to public sector undertakings which were not already following them. At that time, however, the Ministry of Home Affairs left it to the Ministries concerned to decide whether they should issue a directive in this connection or not. Government felt that if the Statute, under which a public sector undertaking was established, did not permit of such a directive, the only course would be to persuade the public sector undertaking to fall in line with the Government policy. In February, 1955, the Indian Airlines were accordingly requested to consider the Home Ministry's recommendations for implementation. In May, 1955, the Indian Airlines intimated that they were already giving preference to Scheduled Castes and Scheduled Tribes, other things being equal. The Ministry of Tourism and Civil Aviation could not issue a directive to the Indian Airlines because the Ministry of Law advised that under the Air Corporations Act, 1953, there was no provision under which Government could issue a directive.

1.3. The Committee have been further informed that in July, 1955, it was accepted by the Ministry of Tourism and Civil Aviation that as the Indian Airlines had to work in a highly commercial field, their technical personnel had to be selected on the basis of merit and that a strict application of the Government reservation rules might not be possible in the case of the Indian Airlines. Nevertheless, the Ministry asked the Indian Airlines that, in respect of non-technical posts, every effort should be made to draw candidates from the

Scheduled Castes and Scheduled Tribes. At the beginning of 1956, enquiries were made by the Ministry of Tourism and Civil Aviation from the Indian Airlines whether they were implementing the suggestion. The Indian Airlines replied that their Area Managers had been asked to implement the reservation orders for Scheduled Castes and Scheduled Tribes in non-technical posts.

1.4. In November, 1956, the Ministry of Home Affairs again advised that the orders regarding reservation of posts for Scheduled Castes and Scheduled Tribes should be followed but observed at the same time that while it was not their intention to fetter the discretion of the statutory authorities, the reservation policy should be followed as far as possible, subject to efficiency being maintained. The Indian Airlines replied that while they were making efforts to attract Scheduled Caste and Scheduled Tribe candidates, the response to their advertisements had not been satisfactory. Later, they said that the vacancies for the Scheduled Castes and Scheduled Tribes were also being intimated to the local Exchanges and to organisations representing the Scheduled Castes and Scheduled Tribes interests.

1.5. The representative of the Ministry of Tourism and Civil Aviation has stated during evidence that in 1965, the Ministry of Home Affairs desired that suitable instructions should be issued to the Indian Airlines to follow the Government policy in the matter of reservations for Scheduled Castes and Scheduled Tribes in services. Again, the Indian Airlines replied that they were doing their best in the matter but, due to various factors, such as suitable candidates not being available, they were not able to do much. In regard to the carry-forward of vacancies, the Indian Airlines stated that it would not be possible for them to adopt this rule but, after some persuasion, the Ministry of Tourism and Civil Aviation was able to make the Indian Airlines accept in March, 1968, that this principle of carry forward of vacancies reserved for Scheduled Castes and Scheduled Tribes should also be followed by them.

1.6. The representative of the Ministry has further stated during evidence that the Minister of Tourism and Civil Aviation was also conscious of the fact that the representation of Scheduled Castes and Scheduled Tribes in the Indian Airlines was unsatisfactory. Therefore, he wrote a letter to the Chairman of the Indian Airlines in April, 1969, requesting him to take personal interest in the matter so as to ensure that something better was done. The Chairman of the Indian Airlines assured the Minister that he was doing his best and that he would pay his personal attention towards this matter.

In August, 1969, the Minister of Tourism and Civil Aviation again wrote to the Chairman of the Indian Airlines in this connection. The Chairman of the Indian Airlines outlined the measures that were being taken by the Indian Airlines. Broadly, they were as follows:

(i) Special employment advertisements had been issued, inviting applications exclusively from the Scheduled Castes and Scheduled Tribes for the post of Personnel Officer;

(ii) The Regions had initiated action for holding separate selections for posts exclusively for Scheduled Castes and Scheduled Tribes for the purpose of forming panels;

(iii) The Employment Exchanges and the local Scheduled Caste and Scheduled Tribe Organisations had also been approached to sponsor candidates for different posts such as Office Assistants Accounts Assistants, Traffic Assistants, Stenographers and Typists; and

(iv) The Regions had been advised to allow relaxation upto 10 per cent in qualifying marks in written tests and interviews in the case of Scheduled Castes and Scheduled Tribes and instructions had also been issued that the qualifications and experience requirements should be relaxed, wherever possible.

1.7. The representative of the Ministry has stated that due to continuous pressure on the Indian Airlines, the Indian Airlines have agreed to follow the Government policy in this regard. He has admitted, however, that they have fallen in line with the Government policy a little late. The Ministry is unhappy with the situation but he has assured the Committee that determined efforts would be made to improve the situation.

1.8. Asked during evidence whether all the orders|instructions issued by the Ministry of Home Affairs regarding the reservations to be made for Scheduled Castes and Scheduled Tribes have since been adopted by the Indian Airlines, the representative of the Ministry of Tourism and Civil Aviation has stated that the instructions are being observed except some instructions pertaining to direct recruitment to Class III and Class IV posts on regional basis and filling up of some vacancies by promotion. Clarifying the position, the representative of the Indian Airlines has stated that in the Indian Airlines, the policy of recruitment is that the recruitment is made on a centralised basis at the four Regional Headquarters at Bombay, Calcutta, Madras and Delhi respectively. These areas covered a number of States and due to the fact that seniority of such persons is

common in a Region, selections are also made on a common basis. It is not feasible to restrict selections to specific areas and reserve seats on that basis. On an All-India basis, 16.66 per cent posts are reserved for Scheduled Castes. Each Region recruits its own staff for its requirements. Whatever be the number of persons recruited, they always observe this percentage. So, there would be no variation in the total all-India percentage and the Regional percentages. But the point is that the Indian Airlines could not follow the procedure of reservations on the basis of percentage of population *in toto* because some Regions cover areas having more Scheduled Caste and Scheduled Tribe population and in other areas the population of Scheduled Castes and Scheduled Tribes is meagre. So far as the promotion vacancies are concerned, they are filled in accordance with the agreement reached between the Indian Airlines and the Association of the employees.

1.9. As regards the issue of a directive to the Indian Airlines, the representative of the Ministry has stated during evidence as follows:

> "The Bureau of Public Enterprises in September, 1969 requested that the Ministry should consider the feasibility of issuing a directive to the various undertakings in regard to the implementation of reservation orders. In February, 1970, the Bureau appreciated that the issue of a directive may not be feasible strictly in terms of the Articles of Association of the Government undertakings concerned, and that the question of amending these Articles might be considered wherever possible. Now the position is that whereas legally we were advised that it would not be open to the Government to issue a directive to the Indian Airlines to fall in line with the Government Policy, the question of amending the Articles of Association would not really arise because if they were not doing so, and it was possible to issue a directive, we would have issued the directive and seen that actually they observed the instructions. But now they are following them. The question does not, therefore, arise."

1.10. The Committee observe that although the Indian Airlines came into existence in August, 1953, they did not accept the orders issued by the Government of Inida regarding reservations for Scheduled Castes and Scheduled Tribes in services from the very beginning. There was, in fact, protracted correspondence between the Ministry of Tourism and Civil Aviation and the Indian Airlines

regarding the desirability of adoption of Government orders on the subject. The Committee also note that it was only in 1968 that the Ministry of Tourism and Civil Aviation could persuade the Indian Airlines to adopt the principle of carry forward of various vacancies reserved for Scheduled Castes and Scheduled Tribes. The Committee have reasons to believe that the representation of Scheduled Castes and Scheduled Tribes in the Indian Airlines would have been much better than what it is today—as the succeeding paragraphs indicate—had the reservation orders been applied ab initio. **The Committee however, feel assured by the undertaking given by the representative of the Ministry of Tourism and Civil Aviation that "we certainly intend to make a determined effort to improve the situation."**

1.11. The Committee accept the view of the Ministry that the question of issuing a directive would not arise in view of the fact that the Indian Airlines is now following the instructions issued by the Government. The Committee would urge that the Ministry should exercise a continuous watch over the implementation of the reservation orders in the Indian Airlines.

II

LIAISON WITH BUREAU OF PUBLIC ENTERPRISES

2.1. Asked during evidence about the nature of liaison and co-ordination between the Indian Airlines and the Bureau of Public Enterprises in the matter of reservations for Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines, the representative of the Ministry of Tourism and Civil Aviation has informed the Committee that information regardnig the representation of the Scheduled Castes and Scheduled Tribes in the Indian Airlines is furnished to the Bureau when called for.

2.2. In their Second Report on the Ministry of Finance (Bureau of Public Enterprises) and Ministry of Home Affairs—Reservations for Scheduled Castes and Scheduled Tribes in Public Undertakings, the Committee had observed that "....henceforth all the Public Sector Undertakings would maintain statistics relating to the employment of Scheduled Castes and Scheduled Tribes according to the proformas which have been devised for the purpose by the Bureau of Public Enterprises, and these should be made available to the Commissioner for Scheduled Castes and Scheduled Tribes and to the Committee on the Welfare of Scheduled Castes and Scheduled Tribes."

2.3. The Committee have been informed that on the 29th March, 1970, the Bureau of Public Enterprises has issued necessary instructions to the Ministries|Departments of the Governments of India in this regard.

2.4. Asked during evidence whether the statistics relating to the employment of Scheduled Castes and Scheduled Tribes in the Indian Airlines are being maintained according to the proformas devised by the Bureau of Public Enterprises, the representative of the Ministry has replied in the affirmative. He has stated that the first statement would be forwarded to the Bureau for the year ending 31st December, 1969 and that copies of the statement would also be forwarded to the Commissioner for Scheduled Castes and Scheduled Tribes and the Committee on the Welfare of Scheduled Castes and Scheduled Tribes.

2.5. The Committee have no doubt that close liaison and coordination between the Bureau of Public Enterprises and the Indian Airlines would go a long way in improving the reservation of the Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines.

2.6. The Committee note that statistics relating to the employment of Scheduled Castes and Scheduled Tribes are being maintained by the Indian Airlines according to the proformae devised by the Bureau and that the first statement for the year ending 1969 would now be forwarded to the Bureau of Public Enterprises. The Committee desire that a time-limit should be fixed for the transmission of the statistics from the Indian Airlines to the Bureau of Public Enterprises.

2.7. The Committee would like to stress that the statistics on receipt should be carefully examined by the Bureau, keeping in view the percentages of reservations prescribed for the Scheduled Castes and Scheduled Tribes. The deficiencies, if any, found in the representation of the Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines should immediately be pointed out to the Ministry of Tourism and Civil Aviation as well as the Indian Airlines so that effective remedial steps are taken expeditiously. Further, the Bureau, in collaboration with the Ministry of Tourism and Civil Aviation, should keep a close watch so as to ensure that these deficiencies are wiped out as speedily as possible.

III

PERCENTAGE OF RESERVATIONS

3.1. The following percentages of reservations are provided for the Scheduled Castes and Scheduled Tribes in the Indian Airlines in the matter of appointments to posts under direct recruitment, excluding the exempted categories:

	Scheduled Castes	Scheduled Tribes
For appointments from outside the Corporation	16 2/3%	5%
For appointments from with n the Corporation	12 1/2%	5%

3.2. It has been stated that "Pilots, Medical Officers, Engineers and Technicians are the exempted categories and no reservation in these categories is made. Besides, in the interest of work, reservation is not feasible for categories like Air Hostesses and Ground Receptionists. Reservations are made in non-technical cadres, excepting Class I posts. In case of Class I posts, reservation is not called for since the posts in this category in Indian Airlines do not fall in the lowest rung of categories in Class I of the Government."

3.3. It has been further stated that "No reservation is made for posts filled against promotion quotas. The posts against promotion quota are filled up in accordance with the provisions of Indian Airlines Recruitment & Promotion Rules and agreements with the Unions|Associations which provide for filling up of such posts according to seniority-cum-fitness."

3.4. The Committee have raised during evidence the question of reservations for Scheduled Castes and Scheduled Tribes in the posts of air hostesses. The representative of the Indian Airlines has stated that the origin of these posts is really for air safety and was started in 1929. There is an International Civil Aviation Organisation stipulation for the quick evacuation of the aircraft. The other duties like serving refreshments, etc. have been added to these posts later on. The air hostesses should be capable of operating safety-gadgets provided in the aircraft, be able to guide the passengers in the case

there is an emergency and should also be able to render first aid in the event of a mishap. The representative of the Indian Airlines has further stated: "One cannot say that this is a highly technical posts. Now, in the recruitment that is going to take place, certainly, if such candidates of the Scheduled Castes and Scheduled Tribes come up, my own feeling is that they should be considered." The representative of the Ministry of Tourism and Civil Aviation has added that he has discussed the matter with the General Manager of the Indian Airlines and it has been agreed to appoint some Scheduled Caste and Scheduled Tribe air hostesses.

3.5. In reply to a question, the Committee have been informed during evidence that a Scheduled Caste was appointed as a Pilot in the recruitment made in 1969, even though his position was very low down in the list. Hs position was, as a matter of fact 64th. He is undergoing training at present.

3.6. The Committee note the present percentages of reservations as provided for Scheduled Castes and Scheduled Tribes in the Indian Airlines. The attention of the Committee has also been drawn to the Government of India (Ministry of Home Affairs) Resolution No. 27|25|68-Est.(SCT) dated the 25th March, 1970, enhancing the percentages of reservations in favour of Scheduled Castes and Scheduled Tribes in Public services. Instead of the existing reservation of 12½ per cent for Scheduled Castes, there would be a reservation of 15 per cent of the vacancies in favour of Scheduled Castes, in posts filled by direct recruitment on an All India basis by open competition, i.e. through the Union Public Service Commission or by means of open competitive tests held by any other authority. Where recruitment is made otherwise than by open competition, the existing reservation at 16 2|3 per cent of the vacancies in favour of Scheduled Castes will continue. As regards Scheduled Tribes, both in recruitment by open competition and in recruitment made otherwise than by open competition to posts filled by direct recruitment on an all India basis, the reservation in favour of Scheduled Tribes will be 7½ as against the existing reservation of 5 per cent. The Committee hope that the Indian Airlines have taken or are taking necessary steps to raise the percentages of present reservations in accordance with the Ministry of Home Affairs Resolution referred to above. In this connection, the Committee would like to invite the attention of the Ministry to the following observations made by the Ministry of Finance (Bureau of Public Enterprises) in relation to the enhancement of the percentages of reservations for Sche-

duled Castes and Scheduled Tribes in the services of Public Undertakings (vide 7th Report of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes—4th Lok Sabha):

> "If the existing percentages of reservations for Scheduled Castes and Scheduled Tribes in Goverment services are revised upwards, on the basis of the population figures of 1961 Census or otherwise, there may not be much objection to adopting these percentages for the Public Enterprises also."

3.7. So far as the posts of air hostesses and ground receptionists are concerned, the Committee do not feel that there should be any difficulty in getting suitable Scheduled Caste/Tribe candidates for these posts. The Committee would like the Indian Airlines to take necessary steps for the recruitment of Scheduled Caste/Tribe candidates for these posts.

3.8. The Committee would also like the Indian Airlines to make concerted efforts to attract as large a number of Scheduled Caste/Tribe candidates for the post of Pilots, Medical Officers, Engineers and Technicians, as possible.

IV

RECRUITMENT PROCEDURE

Grades available

4.1. The Grades available in the Indian Airlines may be seen at Appendix I. It has been stated that recruitment from outside is confined to initial entry grades i.e. Grade 1/2, Grade 3/6 (Assistants of all categories) and a certain percentage of vacancies in Grade 10/12 (starting point of Officers cadre). Vacancies in other grades are filled up from the lower grades. The procedure for recruitment as outlined in the Recruitment and Promotion Rules of Indian Airlines may be seen at Appendix II.

Employment Notices

4.2 The form of Advertisement and Employment Notifications may be seen at Appendices III and IV.

4.3. Asked whether specific number of posts reserved for Scheduled Castes and Scheduled Tribes is mentioned in all advertisements, it has been stated that the specific number of posts reserved for Scheduled Castes/Tribes is not normally indicated in the Advertisements or Employment Notifications. However, in cases where selections are held exclusively for Scheduled Castes/Tribes, the Notifications/Advertisements specifically mention that the selection is exclusively for Scheduled Caste/Tribe candidates.

4.4. The newspapers in which the advertisements are being published may be seen at Appendix V.

4.5. In reply to a question during evidence, the representative of the Indian Airlines has stated that normally all the posts are advertised in the leading national newspapers. But in the case of Assam region, the posts are being advertised in Assam papers also since 1968. In Assam, a special recruitment centre has been opened because of the communication difficulties there. In reply to a suggestion that the posts should be advertised in local papers as far as possible, the representative of the Indian Airlines stated that this would be looked into.

4.6. It has been stated that the vacancies are also notified to the representative organisations of Scheduled Castes and Scheduled Tribes. The names of these organisations may be seen at Appendix VI.

4.7. It has been further stated that the vacancies are also notified to Employment Exchanges. In reply to a question, it has been stated that Employment Exchanges are not informed of the reasons of the rejection of the candidates coming up through them, whether Scheduled Castes/Tribes or others. Fresh lists of Scheduled Caste/Tribe candidates are not asked for if such candidates in the first list are not found suitable.

4.8. In this connection, in their Fifth Report on the Ministry of Labour, Employment and Rehabilitation (Department of Labour and Employment): Directorate General of Employment and Training, the Committee have observed as under:

> "The Committee regret to note that, as stated by the representative of the Department of Labour and Employment, the Ministries/Departments of the Government of India are not indicating to the Employment Exchanges the reasons for not filling the reserved posts by Scheduled Caste and Scheduled Tribe candidates sponsored by the Employment Exchanges. The Committee are all the more unhappy that although a decision was taken in an inter-departmental meeting held in September, 1966, that a check should be exercised over the decisions of the appointing authorities in the matter of not filling the reserved vacancies by candidates of these communities, the Ministry of Home Affairs took nearly two years to issue their order directing the employing establishments to give specific reasons for not filling the reserved vacancies by the candidates of these communities. The Committee deplore such inordinate delays."

4.9. They have further observed that,

> "From the note furnished by the Department of Labour and Employment, the Committee gather that the instructions of the Ministry of Home Affairs are still not being followed by the employing establishments and, as a consequence, the Directorate General of Employment and Training have requested the Ministry of Home Affairs to issue instructions to the Ministries/Departments for

strict compliance of the orders issued in this regard. The Committee take a serious view that orders issued by the Ministry of Home Affairs are by and large not implemented by the Ministries and Departments. The Committee suggest that the Directorate General of Employment and Training should bring cases of non-compliance of the Government of India orders to the notice of the Commissioner for Scheduled Castes and Scheduled Tribes as also to the Ministry of Home Affairs so that these could be properly looked into."

4.10. In the action taken statement submitted by the Ministry of Labour and Employment, it has been stated as follows:

"The Committee's observation was brought to the notice of the Ministry of Home Affairs on the 17th January, 1970, who have since issued another Office Memorandum No. 14|7|70-Estt. D dated the 16th April, 1970) addressed to all Ministries/Departments etc. requesting them to ensure that the instructions contained in their earlier O.M. No. 4|12|67-Estt. (D) dated the 10th April, 1968 are observed by them and their attached and subordinate office strictly."

4.11. Asked about the time-lag between the date of an advertisement and the date of recruitment, it has been stated that the time-lag between the date of an advertisement and the date of recruitment depends on the nature of the post to be filled. In the case of posts in Class IV and Class III, generally, the number of applicants is very large and normally the time-lag is about six months.

Concessions:

4.12. Asked what specific concessions are given to the Scheduled Caste/Tribe candidates at the time of written examinations/interviews, the Ministry have stated in a note submitted to the Committee that in the case of a written examination, the percentage of qualifying marks for Scheduled Caste and Scheduled Tribe candidates is lowered by 5 per cent. In interviews, a higher rating to the extent of 5 per cent is given to the Scheduled Caste and Scheduled Tribe candidates.

4.13. Regarding the appointment of Scheduled Castes/Tribes possessing minimum qualifications to the various posts, the representative of the Ministry has stated during evidence that, "Suppose

minimum qualification required is matriculation. Either we have a system that any Scheduled Caste/Tribe candidate who is a matriculate automatically must be taken or you have this business of suitability subject to minimum qualification in which case he may not..... What I am suggesting is that—supposing we are reserving so any seats for Scheduled Castes and Scheduled Tribes and no one suitable is available from among them, at present no one is taken. But if Scheduled Caste and Scheduled Tribe candidates who meet the minimum requirements for the posts are available, then we might, as I say, even take them and give some training instead of the vacancies going vacant completely."

4.14. He has further stated that it would be very advantageous to the Scheduled Castes and Scheduled Tribes. However, he has added that a technical post should not be filled like this.

4.15. Asked whether full reasons are recorded in cases where the Scheduled Caste/Tribe candidates are not considered suitable for any vacancy, the Ministry have stated in a note submitted to the Committee that the ratings of the Selection Board indicate the performance of each candidate. No separate remarks for rejection of Scheduled Caste/Tribe candidates are recorded.

4.16. Asked whether Scheduled Caste/Tribe candidates are interviewed in separate blocs and on separate dates, in terms of Ministry of Home Affairs O.M. No. 16|1|65-Ests(C) dated the 20th July, 1970, the Ministry have stated that since early 1969 the Indian Airlines have started holding separate selections exclusively for the Scheduled Caste/Tribe candidates for filling up the reserved posts. The Scheduled Caste/Tribe candidates, when competing for unreserved posts, are interviewed along with the other candidates.

Inclusion of Scheduled Caste|Tribe Representatives in the Selection Board:

4.17. It has been stated that in terms of Indian Airlines Recruitment and Promotion Rules, the Recruitment Boards have to be constituted as follows:

(a) *For Grades I and II at each Region*

(1) Head of the Department concerned or his nominee.

(2) Administrative Manager.

(b) *For Grades III to IX at each Region*

(1) Regional Director or his nominee.

(2) Head of the Department concerned or his nominee.

(3) Administrative Manager.

(c) *For vacancies in Grades X and upwards*

(1) Head of the Department concerned.

(2) Secretary.

(3) An Officer to be nominated by the General Manager.

(d) *For vacancies in Grades I and II at Headquarters*

(1) Personnel Manager or his nominee.

(2) Administrative and Personnel Officer (E).

(e) *Grades III to IX at Headquarters*

(1) Secretary or his nominee.

(2) Head of the Department concerned or his nominee.

(3) Administrative and Personnel Officer (E).

(Provided that the Recruitment Board may co-opt such additional member or members as may appear necessary for the purpose of securing expert guidance.)

4.18. Asked during evidence whether any representative of the Scheduled Castes/Tribes is included in the selection Boards, the representative of the Indian Airlines has stated that the Selection Boards are set up according to the rules and the representatives of the Scheduled Castes and Scheduled Tribes are not necessarily nominated on such Boards.

Number of persons called for interview and appointed

4.19. The Committee desired to know the total number of persons called for interview and appointed by the Indian Airlines dur-

ing the last two years in various categories of posts and the number of Scheduled Castes and Scheduled Tribes among them. The Indian Airlines have furnished the following figures:

1967-68

Sl. No.	Designation	No. of applications received		No. of candidates called for test/interview		No. of persons appointed	
		SC/ST	Others	SC/ST	Others	SC/ST	Others
1.	First Officer I						1*
2.	Second Officer .						1*
3.	Air Hostess .	18	285	1	201	1	3
4.	Flt. Steward	5	172	5	99		9
5.	Receptionist	1	122	1	63		1
6.	Demonstrator		7		7		1
7.	Mechanics (all Trades) .	14	1552	5	572	1	77
8.	Jr. Traffic Asstt.	22	5427	22	1133	1	31
9.	Jr. Store Holder/Jr. Stores Asstt.	5	539	5	186	1	13
10.	Jr. Accounts Asstt.	17	946	17	381	1	21
11.	T.P. Operator .		42	..	18		10
12.	Typist/Office Asstt.	6	596	3	308		14
13.	Jr. Operations Asstt. .						3*
14.	Catering Asstt. .		9		3		2
15.	Stenographer						2
16.	Comptist .		13		8		2
17.	Driver .	2	229	..	103		5
18.	Peon/Frash .	24	318	24	159	5	7
19.	Chowkidar .	19	195	10	93	2	3
20.	Sweeper . . .	53	53	50	50	16	1
21.	Cleaners (all Trades) . .	107	1338	98	674	8	29
	TOAAL . .	303	11843	241	4058	36	236

*From the previous panel.

1968-69

Sl. No.	Designation	No. of applications received		No. of candidates called for interview/test		No. of persons appointed	
		SC/ST	Others	SC/ST	Others	SC/ST	Others
1.	Mechanic (All Trades) .	11	882		245	1	68
2.	Stenographers .	2	212		121	..	11
3.	Jr. Accounts Asstt . .	62	1597	28	368	3	19
4.	Jr. Operations Asstt. . .	5	262	5	150	1	5
5.	Jr. Stores Holders						18*
6.	Jr. Traffic Asstt. .	30	5374	20	1122	3	99
7.	Jr. Transport Asstt. .		139		16		2
8	T.P. Operator . .	6	312	5	165	1	5
9.	Library Asstt.		34		5		2
10.	Telephone Operator .	2	143	2	81		8
11.	Jr. Office Asstt./Typist .	14	1743	8	1254	3	45
12.	Security Asstt. .		152		18		2
13.	Jr. Catering Asstt.	..	..		..		1*
14.	Air Hostess	2	296	2	224		4*
15.	Peon .	..	..	..			14*
16.	Chowkidar/Durwan .	8	115	8	81	1	12
17.	Daftry .		..		..	1	5
18.	Driver		66		25		1
19.	Cook . . .	..	10	..	10	..	4
20.	Porter . . .	44	291	44	179	6	5
21.	Cleaner (All Trades) .	28	729	19	371	2	13
	TOTAL . .	214	12457	141	4530	22	343

*From the previous panel.

4.20. The Committee note the procedure of recruitment being followed by the Indian Airlines.

4.21. The Committee suggest that the advertisements for recruitment to the various posts in the Indian Airlines should also be published in local newspapers (including daily/weekly newspapers which are exclusively devoted to the cause of Scheduled Castes and Scheduled Tribes) in addition to the leading national newspapers. They further suggest that the specific number of posts reserved for Scheduled Castes and Scheduled Tribes in each case of recruitment should invariably be mentioned in all advertisements.

4.22. The Committee recommend that a suitable representative of the Scheduled Castes and Scheduled Tribes, if available, should be included in the Selection Board so as to ensure that interests of the Scheduled Caste and Scheduled Tribe candidates are adequately safeguarded. They should also be interviewed in separate blocs and on separate dates in terms of the Ministry of Home Affairs Office Memorandum No. 1/1/70-Estt (SCT) dated the 31st July, 1970, so that they are not judged in comparison with general candidates.

4.23. The Committee endorse the views expressed by the representative of the Ministry during evidence that Scheduld Caste and Scheduled Tribe candidates possessing minimum qualifications required for various non-technical posts should be taken and necessary training given to them later to enable them to improve their standard.

4.24. The Committee note with regret from the statement given in para 4.19 above that a large number of Scheduled Caste and Scheduled Tribe candidates called for interviews were rejected during the years 1967-68 and 1968-69. The Committee feel that when a candidate is called for interview he must have been deemed to possess the minimum qualifications required for that post. Otherwise, he would not have been called for interview. In the face of this, the Committee are unable to understand the reasons for rejection of such large number of Scheduled Caste and Scheduled Tribe candidates at the interview stage, depriving them even of their reserved quota. The Committee, would, therefore, urge that full and precise reasons for the rejection of Scheduled Caste and Scheduled Tribe candidates for a vacancy should be recorded.

4.25. The Committee suggest that precise reasons for the rejection of Scheduled Caste/Tribe candidates, who have been sponsored by the Employment Exchanges, should be communicated to them.

The Employment Exchanges should also be requested to furnish a fresh list of Scheduled Caste and Scheduled Tribe candidates in case suitable Scheduled Caste and Scheduled Tribe candidates are not available in a particular list.

V

MAINTENANCE OF ROSTERS

5.1. It has been stated that the model rosters prescribed by the Ministry of Home Affairs indicating the points of reservation for Scheduled Castes and Scheduled Tribes are maintained in a bound register. The model rosters have also been circulated to all the Regional Offices with instructions to adhere to them strictly. The Personnel Department ensures that the rosters for filling up the reserved posts for the Scheduled Castes and Scheduled Tribes are followed by maintaining necessary registers for the purpose.

5.2. The Committee desired to see the actual rosters being maintained by the Indian Airlines. The Indian Airlines have furnished to the Committee extracts from the register maintained by the Headquarters Office in respect of the following categories of posts for the recruitment year 1968:—

Traffic Officer, Assistant Accounts Officer, Confidential Stenographer; Accounts Superintendent; Office Superintendent; Stenographer; Accounts Assistant; Office Assistant; Typist; and Peon.

5.3. It is noted from the extracts that except for the post of Typist, none of the vacancies mentioned at various points in the Roster have been filled by Scheduled Castes/Tribes. Even for the post of Typist, out of three vacancies reserved for Scheduled Castes and one for Scheduled Tribes, only two have been filled by Scheduled Castes.

5.4. The Committee regret to note that except for the post of Typist, none of the vacancies mentioned at various points in the Roster maintained for the Recruitment year 1968 by the Headquarters Office of the Indian Airlines in respect of various categories of posts mentioned at para 5.2 above, have been filled by Scheduled Castes/Tribes. Even in the post of Typist, out of three vacancies reserved for Scheduled Castes and one for Scheduled Tribes, only two have been filled by Scheduled Castes. The Committee need hardly point out that mere maintenance of a Roster is not an end by itself; nor will it by itself improve the representation of the Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines.

Unless all the vacancies reserved for Scheduled Castes and Scheduled Tribes are actually filled by them and their appointment are in fact made according to the points mentioned in the Roster, the position regarding the representation of the Scheduled Castes|Tribes in the services of the Indian Airlines is not expected to improve. The Committee would like the Ministry/Indian Airlines to take effective steps to improve the situation.

VI

TOTAL STAFF STRENGTH AND SHORTFALLS

Total Staff Strength:

6.1. The statement furnished by the Indian Airlines indicating the total staff strength in the Indian Airlines as on 31st December, 1969 and the number and percentage of Scheduled Castes and Scheduled Tribes among them may be seen at Appendix VII.

Shortfalls:

6.2. From the figures given in that statement, the Committee have noted that the representation of Scheduled Castes and Scheduled Tribes in Indian Airlines in most of the categories of posts is negligible. The Committee desired to know the reasons for poor intake of Scheduled Castes and Scheduled Tribes in respect of these categories of posts. In a note submitted to the Committee, it has been stated that, "The main reason is that even with relaxations of standards, sufficient number of suitable candidates is still not available."

6.3. About the poor representation of Scheduled Castes and Scheduled Tribes in the Management level, it has been stated that, "There is no reservation at middle and upper Managements levels. Middle Management level of officers are appointed from within on the basis of seniority or selection according to the quota. Posts in the upper Management cadre are filled by rigorous selection only. Special efforts may be made to give Scheduled Caste|Tribe officers at junior levels, more opportunities for training in order to develop their managerial abilities. It would not be advisable, however, to relax the standards of selection for senior positions."

6.4. About the non-availability of Scheduled Castes and Scheduled Tribes in the categories of Catering Assistants; Transport Assistants; Accounts Assistants; Operations Assistants; Traffic Assistants; Stores and Supplies Assistants; etc., it has been stated that:

> "(a) Suitable candidates in sufficient numbers have not been available despite relaxations given in written tests and interviews;

(b) A relevant Diploma is one of the qualifications desirable for appointment to posts like Catering Assistant, Transport Assistant, etc. In case of Accounts Assistant, B. Coms. are preferred. In the case of Traffic Assistants, while no professional qualifications have been prescribed, qualities of salesmanship and fluent expression are considered to be vital.

(c) Special opportunities should be made available to Scheduled Castes|Tribes candidates to acquire these qualifications and they should also be advised to improve their power of expressions etc."

6.5. As regards posts in the categories of Peons; Porters, Drivers, Chowkidars, Lift Operators, Loaders, etc., it has been stated that there has been a perceptible improvement in the representation of Scheduled Castes and Scheduled Tribes in these posts.

6.6. Asked what specific steps have been taken by the Ministry of Tourism and Civil Aviation|Indian Airlines to increase the representation of Scheduled Castes and Scheduled Tribes in the Indian Airlines, it has been stated in a note furnished to the Committee that in order to improve the representation of Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines, the following steps have been taken:

"(i) Special recruitments have been resorted to fill up the vacancies for Scheduled Castes and Scheduled Tribes to make up their deficiency in their present representation.

(ii) Regions have been advised:

(a) That in the case of vacancies for which a written test is held prior to interview, a lower percentage of qualifying marks may be laid down by Regional Director in respect of Scheduled Caste and Scheduled Tribe candidates. The lower percentage of qualifying marks should not, however, affect administrative efficiency.

(b) With regard to non-technical vacancies in Class III and IV posts filled by direct recruitment otherwise than through a written examination, i.e. by direct recruitment on the basis of applications and nominations from Employment Exchanges if the requisite number of Scheduled Caste and Scheduled Tribe candidates are not available, then candidates just below the required minimum may be considered for appointment, if they fulfil

the minimum educational qualifications laid down in the notice for recruitment/advertisement and in order to bring them to the minimum standard necessary for the post in-service training may be given.

(c) Vacancies reserved for Scheduled Caste and Scheduled Tribe candidates should not be filled up by the Regions by other persons except with the prior written approval of Headquarters.

(iii) Lower standards of educational qualifications are being laid down in case of Scheduled Caste and Scheduled Tribe candidates. For instance, for posts of Assistants, the prescribed minimum qualifying marks are 60 per cent for Matriculates, 50 per cent for Hr. Sec./Intermediates and 45 per cent of Degree holders. For Scheduled Caste and Scheduled Tribe candidates no such minimum marks in examinations will be required.

(iv) certain cases, selected Scheduled Caste|Scheduled Tribe candidates have been given appointments, out of turn, even though their positions were comparatively low in order of merit."

Special Recruitment:

6.7. In reply to a question, it has been stated that instructions to hold special recruitment were issued in 1969. Special selections have been held in respect of various categories of posts since then. The results of these special selections may be seen at Appendix VIII. Recruitment made in 1967—September, 1969.

Recruitment made in 1967—September, 1969

6.8. The Indian Airlines has submitted the following figures regarding the total number of persons recruited and number of Scheduled Castes and Scheduled Tribes amongst them during the period 1967—September, 1969:—

Year	Total No. of vacancies filled	Reserved for SC	ST	Appointed SC	ST	Others
		CLASS I—(Grade 13 & above)				
1967-68 .	6					6
1968-69 .	15					15
1969-70 . . (Upto 30-9-69)						

1	2	3	4	5	6	7
	CLASS II—(Grade 10/12)					
1967-68 .	5	..	..			5
1968-69 .	21	4	3			21
1969-70 . . . (Upto 30-9-69)						
	CLASS III—(Grade 3/9)					
1967-68 . .	134	21	10	3	1	130
1968-69 . .	270	42	19	11	3	256
1969-70 .	149	33	20	10	2	137
	CLASS IV (Grade 1/2)					
1967-68 . .	166	22	9	21		145
1968-69 . .	121	17	7	14	3	104
1970-71 . . (Upto 30-9-69)	24	4	6	6	1	17

Inter-service Training:

6.9. The representative of the Indian Airlines has stated during evidence that the whole training programme of the Indian Airlines is difficult and also very expensive. The in-service training programme, especially meant for Scheduled Caste and Scheduled Tribe candidates will be an additional burden but certainly it can be considered.

6.10. The Committee regret to note the insignificant representation of Scheduled Castes and Scheduled Tribes even in such category of posts of Catering Assistant, Accounts Assistant, Operation Assistant, Traffic Assistant, Stores and Supply Assistant, etc. They also regret to note that under-representation of Scheduled Castes| Tribes continues in such categories as Peon, Porter, Driver, Chowkidar, Lift Operator, Loader, etc., despite the recruitment made during the period 1967 to September, 1969. Considering these heavy shortfalls, the Committee feel that orders|instructions of the Ministry of Home Affairs|Tourism and Civial Aviation|Bureau of Public Enterprises were not implemented properly and adequate attention was not given to improve the situation. The Committee would like to impress upon the Ministry of Tourism and Civil Aviation the desirability of devising adequate checks to ensure the rigid application of the relaxed standards by the Indian Airlines in the recruitment of Scheduled Castes and Scheduled Tribes. They would further sug-

gest that special recruitments to recruit exclusively the Scheduled Castes and Scheduled Tribes should be made more frequently to make up the shortfalls.

6.11. The Committee feel that unless special in-service training programme, especially for those Scheduled Caste/Tribe candidates who have been recruited by lowering the standards, is initiated by the Indian Airlines, it may be very difficult to bring such employees at par with others and make them suitable for higher posts. They suggest that the Ministry of Tourism and Civil Aviation may consider the feasibility of starting a suitable training programme and refresher courses for the Scheduled Caste and Scheduled Tribe employees of the Indian Airlines.

VII.

LIAISON OFFICER AND COMPLAINTS CELL

7.1. The Committee have been informed during evidence that the Bureau of Public Enterprise had suggested that an Officer of the rank of Joint Secretary in the Ministry of Tourism and Civil Aviation should be made responsible for effective implementation of the reservation orders. This suggestion has been agreed to. The representative of the Indian Airlines has assured the Committee that the Indian Airlines would be in touch with the Ministry at the higher level and ensure due compliance of the orders and instructions issued by the Ministry of Home Affairs pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them.

7.2. In reply to a question, the representative of the Indian Airlines has stated that there is no separate Complaints Cell for attending to the complaints and grievances of the Scheduled Caste and Scheduled Tribe employees. At present such complaints are thoroughly examined/investigated by the Personnel Development. But a close liaison with the Ministry will improve the situation.

7.3. The Committee note that an Officer of the rank of Joint Secretary in the Ministry of Tourism and Civil Aviation has been made responsible for the effective implementation of the orders and instructions issued by the Ministry of Home Affairs pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them. The Committee hope that it will help in improving the representation of Scheduled Castes and Scheduled Tribes in the Indian Airlines.

7.4. The Committee suggest that a small Cell may be set up in the Personnel Department of the Indian Airlines to attend to the complaints and grievances of Scheduled Caste and Scheduled Tribe employees and a Senior Officer at the Headquarters Office and at each of the Regional Offices should be made responsible to ensure that reservation orders for Scheduled Castes and Scheduled Tribes are implemented in full.

VIII

DERESERVATION

8.1. The Committee have been informed that dereservation of posts reserved for Scheduled Castes and Scheduled Tribes is not allowed. In exceptional circumstances, however, where despite special efforts suitable candidates are not available to fill up the posts, dereservation is permitted by the Headquarters Office. In this connection, the following instructions have been issued to the Regional Offices:

> "Vacancies reserved for Scheduled Caste and Scheduled Tribe candidates should not be filled up by the Regions by other persons except with the prior written approval of the Headquarters."

8.2. During evidence, the representative of the Indian Airlines has stated that dereservation is strictly controlled by the Headquarters. The posts dereserved are carried forward for two years.

8.3. In reply to a question, the Committee have been informed that during the last three years three posts of Traffic Assistant, two posts of Teleprinter Operator and one post of Stenographer have been dereserved.

8.4. In reply to a further question, the Committee have been informed that no intimation prior to dereservation of posts is sent to the Ministry of Home Affairs|Commissioner for Scheduled Castes and Scheduled Tribes for their consideration|approval.

8.5. The Committee suggest that before a particular post is dereserved, the matter should again be referred to the Employment Exchanges in order to explore the possibility of getting suitable Scheduled Caste and Scheduled Tribe candidates. They also feel that all cases of dereservation should be reported to the Ministry of Tourism and Civil Aviation|Commissioner for Scheduled Castes and Scheduled Tribes with a note indicating the efforts made to get suitable candidates, for their information.

8.6. The Committee further recommend that the posts which have been dereserved should be carried forward for three recruitment years instead of two recruitment years in terms of the Ministry of Home Affairs Office Memorandum No. 27|25|68-Est(SCT) dated the 25th March, 1970.

IX.

PROMOTIONS

9.1. It has been stated that posts in promotion quota are filled on the basis of seniority-cum-suitability with reference to the Annual Confidential Reports and Service Record. If no adverse comments exist in either of these documents, which have been communicated to the employee, he is eligible for promotion. When the question of reservation in promotions was raised during evidence, the representative of the Indian Airlines has informed the Committee that the employees of the Indian Airlines have formed themselves into Unions of various types. The Indian Airlines has to negotiate about the terms and conditions of service with these Unions. In the course of these negotiations, they arrive at certain decisions and mutual understanding and those have been reflected in the recruitment rules of the Indian Airlines. The representative of the Indian Airlines has added that there is a very important Association in the Indian Airlines representing about 10,000 out of 13,000 employees of all categories of staff at the lower level, *i.e.* upto the level just below officers level. With this Association, the Indian Airlines enters into agreements periodically on wages and various other terms and conditions of service. In 1967, they raised a point that the promotion opportunities for the existing employees of the Indian Airlines to officer category were not enough as the Management could recruit persons direct from outside. They, therefore, thought that the correct thing would be that a certain percentage of vacancies at the officer level should be filled only by seniority. Therefore, it has been agreed that 30 per cent of the vacancies at junior-most officer level would be filled by promotion on seniority basis. There is no reservation for Scheduled Castes and Scheduled Tribes in this quota of 30 per cent. Of the remaining 70 per cent, 30 per cent of posts would be filled by selection from within the Indian Airlines and 40 per cent by direct recruitment and the Scheduled Castes and Scheduled Tribes are having reservations in this 70 per cent. The representative of the Indian Airlines has further stated that the agreement with the Employees' Union has been signed under section 18(1) of the Industrial Disputes Act, 1947 and that it is not possible to violate this agreement.

9.2. Asked about the 'Section posts' and the procedure for filling them up, it has been stated in a note furnished to the Committee

that the following are the selection grade posts:—

Office Superintendent	Gr. 9
Chief Cashier	Gr. 9
Librarian	Gr. 9
Private Secretary	Gr. 9
Accounts Superintendent	Gr. 9
Audit Superintendent	Gr. 9
Confidential Steno	Gr. 9
Ch. Draughtsman	Gr. 9
Transport Superintendent	Gr. 9

9.3. Selection to these posts is made from within the existing employees in the grade immediately below namely Gr. 7|8. The selections are made on the basis of Trade Tests|Written Tests followed by an interview of those who qualify in the test. Service Record is also taken into consideration. In case of Trade Test|Written Test, relaxation to the extent of 5 per cent in qualifying marks is given to the Scheduled Caste and Scheduled Tribe candidates. Besides, 5 per cent weightage is given to Scheduled Caste and Scheduled Tribe candidates at the interviews.

9.4. In this connection, the Committee have been informed during evidence that,"....if we have an Officer's post, we advertise in the press. Internal candidates can also apply. The post may be in the Traffic Department, but candidates from other Departments are also entitled to apply. But they have to go through the same procedure. They have to sit with the other candidates in the examination. They have to complete with them all along *i.e.* at the written tests as well as interviews. For Scheduled Caste candidates we make special concessions in marks in the written test. We give them a weightage in the interview and also a higher weightage for the confidential report, in cases where such reports are also taken into account."

9.5. In reply a question, the Committee have been informed that no Scheduled Caste or Scheduled Tribe employee has been superseded in promotion during each of the last three years.

9.6. In view of the fact that there are very few Scheduled Castes and Scheduled Tribes in the higher posts in the Indian Airlines,

the Committee feel that greater promotion opportunities should be provided to them, if need be, by giving them increased weightages.

NEW DELHI;
November 9, 1970.
Kartika 18, 1892 (*S*).

D. BASUMATARI,
Chairman,
Committee on the Welfare of
Scheduled Castes and
Scheduled Tribes

APPENDIX I

(*Vide* para 4.1 *of* the Report)

Grades available in the Indian Airlines

Grade 1/2 post (Pay scale : Rs. 100-5-150-10-190)	Sweeper, Washerman, Gardner, Peon, Cleaner, (all Departments), Chowkidar, Durban, Bearer, Loader, Cook Helper, Daftary, Improver, Duplicator operator, Blue Print Operator, Dresser, Head Peon, Porter, Lift Operator, Cook, Driver.
Grade 3/6 post excluding exempted categories (Pay Scales : Rs. 150-10-200-15-245-20-385-25-510)	Kay Punch Operator, Junior Office Assistant, Junior Supplies Assistant, Jr. Accountants Assistant, Jr. Audit Assistant, Typist, Jr. Store Holder, Comptist, Componder, Jr. Catering Assistan Telephone Operator, Jr. Cashier, Junior Draughtsman, Teleprinter Operator, Jr. Operations Assistant, Receptionist, Jr. Transport Assistant, Library Assistant, Nurse, Stock Verifier, Stenographer, Jr. Security Assistant, Jr. Traffic Assistant.
Grade 7/8 (Pay Scale Rs. 385-25-560-40-720)	Librarian, Receptionist, Care-Taker, Etc.
Grade 10/12 (Pay Scale Rs. 640-40-720-50-1170)	Assistant Statistical Officer, Transport Officer, Secrurity Officer, Stores & Supplies Officer, Personnel Officer, Programmes/System Anlylist, Assistant Public Relations Officer, Catering Officer, Assistant Accounts Officer, Flight Operations Officer, Traffic Officer.
Grade 15 and above.	In upper managerial grades recruitment can be from within or from without depending on availability of suitable persons from within.

APPENDIX II

(*Vide* para 4.1 of the Report)

INDIAN AIRLINES

(HEADQUARTERS)

RECRUITMENT AND PROMOTION RULES

CHAPTER I

In exercise of the powers conferred by Rule 4 read with Rules 8 to 15 of Indian Airlines (Flying Crew) Service Rules, Indian Airlines (Aircraft Engineering Department) Service Rules and the Indian Airlines (Employees other than Flying Crew and those in the Aircraft Engineering Department) Service Rules, the following Rules are framed:—

1. These Rules shall be known as *INDIAN AIRLINES RECRUITMENT & PROMOTION RULES.*

2. All appointments under these Rules shall be subject to the provisions of Service Rules mentioned above.

3. All the employees of the Indian Airlines shall be grouped in one or the other of the following Departments:

(i) *Headquarters*:
  (a) Headquarters Office.
  (b) Central Revenue Accounts Branch.

(ii) *Operations Department.*
  (a) Flying Operations.
  (b) Ground Operations (Associated with Flying Branch).

(iii) Air Craft Engineering Department.

(iv) Traffic Department.

(v) Accounts, Costing & Statistics Department.

(vi) Internal Audit Department.

(vii) Stores & Supplies Department.

(viii) *General Administration Department*:
  (a) Administrative & Personnel Branch.
  (b) Catering & Cabin Servicing Branch.
  (c) Surface Transport Branch.

4. Seniority shall be regulated according to the Department to which an employee is assigned, provided that—

(a) For the purpose of this rule, Accounts, Costing and Statistics Department and internal Audit Department shall be treated as one and the same Department.

(b) An employee in a higher grade shall be senior to one in the lower grade.

(c) Within the same grade, seniority shall be determined according to the point of entry in the grade, provided that where the point of entry is the same, seniority shall be determined by the competent authority in accordance with age, experience and qualifications of the individual.

(d) Within a Department employees will be divided into kindred occupational groups, called cadres, and seniority *inter-se* shall be on the basis of such cadres.

(e) Seniority in Grade I to IX in a Department (except Flying Operations) shall ordinarily be regulated according to the Sanctioned Strength of the cadre in each Region.

(f) Seniority in all grades in the Flying Operations Branch of the Operations Department and in Grade X to XIX in all other Departments shall be regulated in accordance with the Sanctioned Strength of the cadre in each Department in the Corporation as a whole.

Note:—The above Rules will not apply to employees retained on contract or on special terms of employment.

5. When an employee is transferred from one Department to another or from one Region to another on a permanent basis, his seniority will be determined in accorance with the provisions of Rule 4 and he shall be deemed to be borne on the cadre to which he is assigned.

6. All vacancies shall be filled either by direct recruitment or by promotion, or with the approval of Chairman|General Manager by deputation of personnel from the Government of India or any of the State Governments. In exceptional cases, a vacancy due to be filled by promotion may be filled by direct recruitment or by deputation, or in Grades I to IX by promotion from another Region, when the competent authority in the matter of appointments as

defined in the 'Instrument of Delegation of certain Powers and Functions of Indian Airlines' is satisfied that persons with requisite qualifications are not available to fill the post by promotion.

7. The proportion in which vacancies will be filled by promotion or direct recruitment shall be according to the Schedule.

8. In the upper managerial grades in each Department, no proportion has been laid down and the Corporation reserve the right to fill the vacancies by direct recruitment or by promotion or by deputation according to the circumstances of the case and the suitability of the candidates available.

CHAPTER II

Direct Recruitment

9. All posts available or direct recruitment shall be given the widest possible publicity and, in particular, the following steps shall be taken:

(a) An advertisement incorporating the minimum qualifications and experience necessary or all posts, except those in Grade I and II, shall be inserted in such of the leading newspapers as may appear necessary.

(b) All applications received at Headquarters and Regions shall be registered in the Administrative & Personnel Branch and a record of the same maintained by a classification into occupational groups.

(c) Local Employment Exchange may be approached in case of recruitment to Grades I & II and may be approached in other cases also with a view to suggesting suitable candidates.

(d) A public notice indicating the existence of vacancies shall be put up on the Notice Board at Local Offices of the I.A. and the Workshops.

(e) Those already in the employment of the Corporation shall be entitled to apply for any of the posts subject to eligibility:

Provided that in emergent cases, the procedure outlined in 1(a) above may be dispensed with in respect of religions with the permission of the Regional Director and in other case with that of the Chairman|General Manager:

PROVIDED that in selecting the candidates, all things being equal, existing employees of the Corporation from the grades of inter-linked grades immediately below shall be given the first preference and "Retrenched", or ex-employees of the former constituent Airlines shall be given second preference; provided they are suitable in all respects.

10. There shall be Recruitment Boards constituted as follows:

(a) *For Grades—G & II at each Region.*

(1) Head of the Department concerned or his nominee.

(2) Administrative Manager, where available otherwise a Senior Officer of the Administrative & Personnel Branch.

At the outstations, the Station Heads may make provisional selections in respect of vacancies in grades I & II but the appointment order will issue from the competent authority only on confirmation of such selections.

(b) *For Grades—III to IX at each Region.*

(1) Regional Director or his nominee.

(2) Head of the Department concerned or his nominee.

(3) Administrative Manager, where available otherwise a Senior Officer of the Administrative & Personnel Branch.

In Branches like Surface Transport, Catering and Cabin, etc., where the Administrative Manager happens to be the Departmental Head, the Chief Accounts Officer or his nominee should be the third Member of the Recruitment Board|Promotion Board.

(c) (i) *For Vacancies in Grades X and upwards—*

Recruitment Board shall consist of—

(1) Head of the Department concerned at Headquarters.

(2) Secretary.

(3) An Officer to be nominated by the General Manager.

(ii) Before the Promotion Committee meets at Headquarters the Regional Director will be asked to make recommendations in regard to eligibility for promotion. The eligible officer will, in the first instance, be reported upon by the Regional Departmental Heads and then the Regional Director will forward the recommendations to the Headquarters Departmental Heads.

NOTES:

(1) For upper Managerial grades the appointing authority may constitute such *ad hoc* Boards as are necessary for the purpose.

(2) In the case of Recruitment Board for technical personnel a Technical Officer will be co-opted to assist the Board.

(3) Both the Recruitment & Promotion Board will maintain records of their proceedings including the answer papers for tests conducted and mark sheetc etc.

(d) *For vacancies in Grades I to IX at the Headquarters Office of the Corporation.*

Grades—I & II—

(1) Personnel Manager, or his nominee.

(2) Administration & Personnel Officer (E).

Grades —III to IX—

(1) Secretary or his nominee.

(2) Head of the Department concerned or his nominee.

(3) Administration & Personnel Officer (E).

NOTE: A representative of the Technical Department concerned in case of Engineering, Stores & Operations Departments:

Provided that the Recruitment Board may co-opt such additional member or members as may appear necessary for the purpose of securing expert guidance.

PROVISO: Notwithstanding the provisions of Rule 10, the General Manager may in any particular case constitute a Recruitment Board consisting of such officers as he considers necessary.

11. The Recruitment Boards shall, after due scrutiny of the particulars of the candidates considered eligible in accordance with Rule 9, invite such of them for test (practical, written or oral) and also interview as may appear necessary.

NOTE: In all cases above Grade II, a written test may be held. In the case of Engineering Department, a Trade test must be held in the case of technical personnel.

12. The Recruitment Boards shall report the results of their selections to the Competent Authority in the matter of appointments as defined in the "Instrument of Delegation of certain powers and

Functions of Indian Airlines" when the authority competent to make the appointments shall proceed to do so.

13. The Boards shall proceed to arrange their selections in order of merit and shall also keep a suitable number of candidates on the waiting list. Such a waiting list may be used for filling vancancies that may arise subsequently, but it will lapse after a period of one year, when the procedure as out-lined above may be followed afresh, provided that—

In preparing the lists the Board shall pay due attention to the Circulars issued by the Home Ministry, from time to time, in the matter of safeguards adequate representation of members of Scheduled Castes and Scheduled Tribes in non-technical posts.

14. All cases of difference of opinion between the appointing authority and the Selection Boards shall be referred to the next higher authority, unless the next higher authority is a sitting member of the Selection Board, in which case the recommendation of the Selection Board shall be final.

CROSSING OF EFFICIENCY BAR

15. When an employee is due to cross an Efficiency Bar, the Competent Authority in the matter of appointments as defined in the "Instrument of Delegation of certain Powers and Functions of IAC" may, if it thinks fit issue a certificate in the following form after taking into account the personal records, the general performance and the aptitude of the employee concerned for further advancement:

"Certified that Shri|Smt.————————Designation————————, in view of his|her ability and integrity, is fit to cross the Efficiency Bar.

————————

Designation."

16. When the certificate as required in Rule 15 is withheld, the reasons for the same shall be recorded and communicated to the employee concerned who shall have an opportunity of making a representation in the same manner as if a punishment had been awarded within the meaning of the "Instrument of Delegation of certain Powers and Functions of I.A." referred to above and the relevant Service Rules.

PROMOTION

17. Promotion Committee will be established at Headquarters and Regions whose composition will be the same as that of the Direct Recruitment Committees.

18. The Promotion Committees will meet from time to time and will draw up a panel of names of employees considered suitable for promotion in vacancies which may arise and which are to be filled by promotion. Such a list will be reviewed every three months and earlier, if considered necessary.

19. The recommendations of the Promotion Committees will be passed on to the Competent Authority in the matter of appointments as defined in the "Instrument of Delegation of certain Powers and Functions of I.A."

20. Promotion will be on the basis of seniority in the grade of inter-linked grades below the grade concerned, subject to the fitness of the employees being certified by the competent authority in the following form in the same manner as is prescribed in the case of Crossing the Efficiency Bar under Rule 15:—

"Certified that Shri|Smt.———— Designation ————, Grade ———— in view of his|her ability and integrity, is fit to be promoted to Grade————.

(Designation)"

21. No employee can claim promotion as a matter of right. The advancement of an employee will depend as much on his suitability as on his relative standing with the others eligible for promotion.

22. Promotions to Selection Grade will be on the basis of rigorous selection on merit from amongst the employees in Grades or inter-linked grades below the grade concerned and shall be limited to the number of posts declared as such on the cadre according to the sanctioned strength from time to time.

23. All cases of difference of opinion between the Competent Authority empowered to make appointments and the promotion Boards shall be referred to the next higher authority, unless the next higher authority is a sitting member of the Promotion Board, in which case the recommendation of the Promotion Board shall be final.

APPENDIX III

(*Vide* para 4.2 of the Report)

Form of Advertisement

(IA Monogram)

INDIAN AIRLINES

need

———————(in block letters) in the pay scale of Rs. ——————— plus allowances (total starting emoluments Rs. ———————p.m.) other benefits include Gratuity, Provident Fund, free/concessional air passages after one year service and free medical facility for self and contributory medical facilities for family.

Job Requirements:

Qualifications:

Experience:

Age:

Relaxations for Scheduled Caste|Tribe candidates: (about upper age limit & qualifications, if any)

Application should be submitted in the prescribed form obtainable free from ——————————— on sending a self-addressed stamped envelope of the size 23 cm. x 10 cm. Application form complete in all respects accompanied by a crossed Indian Postal Order of the value of Rs. ——————— (Rs. ——————— in case of Scheduled Caste/Tribe candidates) drawn in favour of INDIAN AIRLINES should reach him not later than———————.

Only Indian Nationals need apply. Canvassing in any form is liable to disqualify a candidate.

Note: Mention about fringe benefits should be included in advertisements for the posts of Air Hostesses, Ground Receptionist (Lady) and Officers only. Further, in such cases, reference to preference for registration with Employment Exchange should be excluded.

APPENDIX IV

(*Vide* para 4.2 of the Report)

Employment Notifications

'A'

INDIAN AIRLINES

Ref. No. ———— Date ————

STAFF EMPLOYMENT NOTICE

Applications are invited from serving employees for the post of ———— in the pay scale of Rs. ———— plus allowances as per rules:

Job Requirements:

Qualifications:

Experience:

Age:

(Upper age relaxable by five years in case of Scheduled Caste|Tribe candidates).

Applications should be submitted in the prescribed form obtainable from the Personnel Department and should reach the undersigned direct not later than ————.

Distribution:

'B'

Phone 382051

Tele

Grams INRAICOR

INDIAN AIRLINES
HEADQUARTERS

Airlines House,
New Delhi-1.

No. HQ/GA-XI/ Dated ————

RECRUITMENT—REQUISITION OF EMPLOYMENT EXCHANGE

(In terms of Government of India, Ministry of Home Affairs Memo No. 1/2/61-SCT(1) dated the 27th April, 1962.

1. Office/Department and Address.
2. Name & Designation of Indenting Officer. Telephone No.
3. Name and designation of the Officer to whom the applicant should report. Telephone No.
4. Date, time and place of interview.
5. (a) Designation of the post to be filled.
   (b) Scale of pay, and allowances.
   (c) Place of work.
6. (a) Number of posts to be filled:
      (i) Reserved for Scheduled Castes.
      (ii) Reserved for Scheduled Tribes.
      (iii) Un-reserved.
   (b) Duration of vacancies:
      (i) Permanent.
      (ii) Temporary for more than 3 months.
      (iii) Temporary for 3 months or less.
7. Qualifications required:
   (a) Essential.
   (b) Desirable.
   (c) Age.
8. Any other information considered relevant.

Administrative and
Personnel Officer.

To

The Employment Officer,
Central Employment Exchange,
2A/3, Asaf Ali Road,
New Delhi-1.

The Employment Officer,
Regional Employment Exchange,

14, Darya Ganj,
Delhi-6.

The Employment Officer,
Sub-Regional Employment Exchange,
2-E/15, Curzon Road Barracks,
New Delhi-1.

APPENDIX V

(*Vide* para 4.4 of the Report)

List showing names of leading newspapers in which Employment Advertisements are given by Indian Airlines

1. The Hindustan Times, New Delhi.
2. The Statesman, Delhi/Calcutta.
3. The Times of India, Delhi/Bombay/Ahmedabad.
4. The Indian Express, Delhi/Bombay/Ahmedabad/South India
5. The Patriot, Delhi.
6. The National Herald, Delhi/Lucknow.
7. The Free Press Journal, Bombay.
8. The Deccan Herald, Bangalore.
9. The Hitavada, Bhopal/Nagpur.
10. The Hindu, Madras.
11. The Mail, Madras.
12. The Western Times, Ahmedabad.
13. The Amrita Bazar Patrika, Calcutta/Allahabad.
14. The Hindustan Standard, Calcutta.
15. The Assam Tribune, Gauhati.

APPENDIX VI

(*Vide* Para 4.6 of the Report)

Organisations to which the vacancies are notified.

SCHEDULED CASTES

Delhi

(1) The General Secretary, Harijan Sevak Sangh, Kingsway, Delhi-9.

(2) The General Secretary, Delhi Scheduled Castes Welfare Association, Ambedkar Bhavan, Rani Jhansi Road, New Delhi.

(3) The Chairman, Scheduled Caste Uplift Union, 2-RS|AKP,— Amrit Kaur Puri, Guru Ravi Das Mohalla, New Delhi.

(4) The Office Secretary, Bharatiya Depressed Classes League, 13, Windsor Place, New Delhi-1.

(5) The Office Secretary, Delhi State Depressed Classes League, 13, Shanker Market, Connaught Place, New Delhi-1.

Andhra Pradesh

(6) The Office Secretary, Andhra State Depressed Classes League, Eluru, Distt. West Godavary.

Assam

(7) The Office Secretary, Assam State Depressed Classes League, Lamb Road, Gauhati.

Madras

(8) The Office Secretary, Madras State Depressed Classes League, Congress Building, 111, Mount Road, Madras-6.

Mysore

(9) The Office Secretary, Mysore State Depressed Classes League, Adjambave Hostel, Nagadi Road, Bangalore.

Maharashtra

(10) The Office Secretary, Bombay State Depressed Classes League, 112, Medows' Street, Fort, Bombay-1.

West Bengal

(11) The Office Secretary, Bengal Provincial Depressed Classes League, 12, Apruli Lane, Calcutta-12.

SCHEDULED TRIBES

Delhi

(1) The Office Secretary, Bharatiya Adimjati Sevak Sangh, Thakker Bapa Smark Sadan, New Link Road, Jhandewalan, New Delhi-1.

Andhra Pradesh

(2) The Office Secretary, Andhra Pradesh Adimjati Sevak Sangh, Hyderabad.

Assam

(3) The Office Secretary, Assam Seva Samiti, Earl Road, Gauhati.

Madras

(4) The Office Secretary, Palani Malai Adivasigal Sangam, Thandikudi District, Madurai.

(5) The Office Secretary, Shri Sadguru Sarva Samarasa Sangam, Gandhinagar, Coonoor, Distt. Nilgiris.

Mysore

(6) The Office Secretary, Mysore Adivasi Sevak Sang, 16, Hardinge Road, Bangalore.

Maharashtra

(7) The Office Secretary, Adivasi Seva Mandal, 6, Veer Nariman Road, Bombay.

West Bengal

(8) The Office Secretary, Bharat Mahajati Mandli, 101-1A, Ballygunge Place, Calcutta-19.

APPENDIX VII

(*Vide* Para 6·1 of the Report)

Staff Strength as on 31-12-1969

Category	Total actual strength at the end of the year 1969						No. of S.C.						No. of S.T.			
	B	C	D	M	HQ	T	B	C	D	M	HQ	T	B	C	D	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
Personnel Officer						10						1				
Transport Officer						4										
Security Officer						5										
Programmer .						6										
Asstt. A Cs. Officer .						39										
Catering Officer						11										
S & S Officer .						10										
Asstt. P.R. Officer .						7										
Asstt. Instructress .						1										
Flight Operations Officer . .						19						..				
Traffic Officer .						129						4				
Office Supdt. .	15	14	14	2	32	77	..									
Conf. Stenographer .	6	6	7	8	15	42	..									
A/Cs. Supdt. . .	23	25	20	10	26	104	..									
S. & S. Supdt. .	14	13	14	2	..	43	..	..			..	..				
Chief Tr. Asstt. .	46	67	50	34	..	147	1	..			..	1				
Care-Taker .		1	..		1	2	..	..	..							
Chief Compounder .	..	1	1	..		2	..									
Librarian .	1	1	1	1	..	4	..			..	..	..			..	
Security Supdt.	1	1	..	1	1	4	..	..							..	
Ch. Ops. Asstt.	5	8	7	3	..	23	..	..	..	..	..	..	..	..	..	

			% of S.C.						% of S.T.					
M	HQ	T	B	C	D	M	HQ	T	B	C	D	M	HQ	T
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
								10·0						
		..												
		..						..						..
		2						3·1						1·5
..														
..														
..														
..	..	..												
..			2											
..														
..														
..	..													
..		..												
..	..													

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Computor Operator	..	..	..	..	6	6	..								..
Stenographer	28	27	33	9	42	139	..	..	..	..	..	..			..
Office Assistant.	108	124	125	99	114	570	4	2	2	8	1	17			
Typist	44	50	40	15	51	200	1	..	2		2	5			
Compounder	..	13	10	3	3	29		1				1			
Security Assistant	4	..	2	3	..	9	..		..	..		..	..	..	..
Telephone Operator	13	19	8	8	3	51				1		1		..	..
Teleprinter Operator	30	22	32	23	..	107	1							..	..
Library Asstt.	2	2	2	..		6	..	..	..	..	..	..	..	..	..
Catering Asstt.	17	15	21	14	..	67		1				1	..		
Transport Asstt.	6	12	9	6	..	33		1				1	..		
Draughtsman	2	2	3	1	1	9	..	..	..	..	..	..	..	..	..
A/Cs. Asstt.	159	201	164	81	166	771	9	1		2	..	12	..		
Comptist.	6	6	5	4	7	28	..								
Ops. Asstt.	16	30	20	8		72	3	..	..	..		..	..		..
Traffic Asstt.	307	257	304	156	..	1024	12	7	5	1	..	25	3	..	1
S. & S. Asstt.	142	153	157	73	..	525	2	4	..	5	..	11	..	..	..
Receptionist		4	7		2	13									
K.P.O.	..	..		..	29	29	..			..	..	..			
Duplicator Operator	9	3	3	3	3	21	1	..		1	1	3			
Daftry	6	8	18	3	36	71	2	..	..	1	7	10	..	..	..
Peon	80	108	92	57	99	436	20	3	11	21	15	67	1	..	2
Cook	11	6	7	5	..	29	..	1	1	1		3	..	..	..
Driver	139	178	142	63	..	522	14	3	8	3	..	28	1	1	..
Sweeper	62	72	63	49	13	259	61	67	63	29	13	233	..	2	..
Catering Cleaner	85	46	72	32	..	235	10	9	6	9	..	34	..		
Cook Helper	38	13	8	9	..	78	1	1	1	2	..	5	1	..	..
Bearer	4	21	..	..	..	25	4	..	..	..	..	4	..	..	..
M.T. Cleaner	41	58	34	26	..	159	8	3	1	5	..	17	..	..	..
Porter	272	413	256	154	..	1095	53	67	79	35	..	234	8	1	..
Gardner	1	3	2	5	..	11	..	..	..	3	..	3	..	..	..

17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
			3·7	1·6	1·6	8·0	8							
			2·2	..	5		3·8							
				7·6										
			3·3			12·5								
				6·7										
				8·3										
			..	..		..								
			5·7	0·5		2·5								
			..											
			18·8			..					..	..		
		4	3·9	2·7	1·6	0·6			1	..	0·4	..		
			1·4	2·6		6·8								
			..			..	..							
		1	11·1			33·3	33·7						..	..
..		..	33·3	..	..	33·3	19·4		..	..	..		..	..
	5	8	25	2·8	12	35	15·2	..	1·3	..	2·2	..	5	..
		..	..	14·7	14·3	20			..	..	..	..	..	
		2	10	1·7	5·6	48	..		0·7	0.6	..	..	..	..
		2	98·4	93	100	59·1	100		..	2·8	..	..	..	..
		..	11·8	9·6	8·3	28·1			..					
		1	2·6	7·7	12·5	22·2			2·6	..				
			..	19	..	..								
		..	19·5	5·2	2·9	19·2			..	..	..	..	..	..
		9	19·5	16·2	30·9	22·7			2·9	0·2	..	..		
			..	..	60									

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Eng. Cleaner . .	269	278	237	114	..	898	52	14	65	53	..	178	2	1	..
Stores Cleaner .	84	47	41	28	..	200	12	3	2	11	..	28	..	..	..
Chowkidar	84	136	116	69	14	419	12	2	5	28½	..	47½	..	..	..
Dresser				1											
Lift Operator						4	4								
Loader	7	2				9	..								
Loading—Supervisor	8	5				13	1		1		..	2			

B for Bombay, C for Calcutta, D for Delhi, M for Madras, HQ for Headquarters

NOTE : The carrying forward of the reserved posts was introduced only from 1st. 31-12-1969. Shortfall cannot be worked out in relation to the total strength.

17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
1		4	19·3	5	27·4	41·2		0·7	0·4	..	0·9	..		
			14·3	6·4	4·9	39·2								
			14·3	1·5	4·3	40·6								
			12·5		20									

.and T for Total.

January, 1969. The figures in the total column is the actual strength as on

APPENDIX VIII

(*Vide* para 6·7 of the Report)

Steps taken to improve the Representations of Scheduled Castes and Scheduled Tribes in Employment of Indian Airlines during the last 6 months

Category	Number actually appointed		Remarks Column
	Sch. Castes	Sch. Tribes	
Personnel Officer .			Selection yet not finalised.
Flight Stewards (Bombay Region)	4		3 Scheduled Caste candidates did not join.
Traffic Assistants (Delhi Region)	6	1	
Traffic Assistant (Bombay Region)	10	1	Recruitment held in Sept. 1969, 13 candidates selected of which 11 have been since joined, one has refused.
Typist (Delhi Region) Typist (Hqrs.)	1	1	Selection is in progress. Panel is likely to be finalised shortly.
Accounts Assistant (Delhi Region)			Panel is likely to be finalised shortly.
Accounts & Audit Asstt. (Madras Region)	5		5 Scheduled Castes candidates selected and have been offered appointment in 1970.
Stenographer (Delhi Region)	1		
T.P. Operators (-Do-)			12 candidates applied. Trade test has been conducted. Result is still awaited.
Telephone Operator (Calcutta Region)	1		
Telephone Operator (Delhi Region)			Twice the trade test has been held but no candidate could come up.
Stores & Supplies Asstt. (Madras Region)	2		

APPENDIX IX

(*Vide* para 4 of Introduction)

Summary of Conclusion/Recommendations contained in the Report

Sl. No.	Reference to Para number in the Report	Summary of Conclusions/Recommendations
1	2	3
1.	1.10	The Committee observe that although the Indian Airlines came into existence in August, 1953, they did not adopt the orders issued by the Government of India regarding reservations for Scheduled Castes and Scheduled Tribes in services from the very beginning. There was, in fact, protracted correspondence between the Ministry of Tourism and Civil Aviation and the Indian Airlines regarding the desirability of adoption of Government orders on the subject. The Committee also note that it was only in 1968 that the Ministry of Tourism and Civil Aviation could persuade the Indian Airlines to adopt the principle of carry forward of various vacancies reserved for Scheduled Castes and Scheduled Tribes. The Committee have reasons to believe that the representation of Scheduled Castes and Scheduled Tribes in the Indian Airlines would have been much better than what it is today—as the succeeding paragraphs indicate—had the reservation orders been applied *ab initio*. The Committee, however, feel assured by the undertaking given by the representative of the Ministry of Tourism and Civil Aviation that "we certainly intend to make a determined effort to improve the situation."
2	1.11	The Committee accept the view of the Ministry that the question of issuing a directive would

1	2	3
		not arise in view of the fact that the Indian Airlines is now following the instructions issued by the Government. The Committee would urge that the Ministry should exercise a continuous watch over the implementation of the reservation orders in the Indian Airlines.
3.	2.5	The Committee have no doubt that close liaison and coordination between the Bureau of Public Enterprises and the Indian Airlines would go a long way in improving the representation of the Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines.
4.	2.6	The Committee note that statistics relating to the employment of Scheduled Castes and Scheduled Tribes are being maintained by the Indian Airlines according to the proformae devised by the Bureau and that the first statement for the year ending 1969 would now be forwarded to the Bureau of Public Enterprises. The Committee desire that a time-limit should be fixed for the transmission of the statistics from the Indian Airlines to the Bureau of Public Enterprises.
5.	2.7	The Committee would like to stress that the statistics on receipt should be carefully examined by the Bureau, keeping in view the percentages of reservations prescribed for the Scheduled Castes and Scheduled Tribes. The deficiencies, if any, found in the representation of the Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines should immediately be pointed out to the Ministry of Tourism and Civil Aviation as well as the Indian Airlines so that effective remedial steps are taken expeditiously. Further, the Bureau, in collaboration with the Ministry of Tourism and Civil Aviation, should keep a close watch so as to ensure that these deficiencies are wiped out as speedily as possible.

1	2	3
6.	3.6	The Committee note the present percentages of reservations as provided for Scheduled Castes and Scheduled Tribes in the Indian Airlines. The attention of the Committee has also been drawn to the Government of India (Ministry of Home Affairs) Resolution No. 27/25/68-Est. (SCT) dated the 25th March, 1970, enhancing the percentages of reservations in favour of Scheduled Castes and Scheduled Tribes in public services. Instead of the existing reservation of 12½ per cent for Scheduled Castes, there would be a reservation of 15 per cent of the vacancies in favour of Scheduled Castes, in posts filled by direct recruitment on an All India basi- by open competition, *i.e.* through the Union Public Service Commission or by means of open competitive tests held by any other authority. Where recruitment is made otherwise than by open competition, the existing reservation at 16 2|3 per cent of the vacancies in favour of Scheduled Castes will continue. As regards Scheduled Tribes, both in recruitment by open competition and in recruitment made otherwise than by open competition to posts filled by direct recruitment on an all India basis, the reservation in favour of Scheduled Tribes will be 7½ per cent as against the existing reservation of 5 per cent. The Committee hope that the Indian Airlines have taken or are taking necessary steps to raise the percentages of present reservations in accordance with the Ministry of Home Affairs Resolution referred to above. In this connection, the Committee would like to invite the attention of the Ministry to the following observations made by the Ministry of Finance (Bureau of Public Enterprises) in relation to the enhancement of the percentages of reservations for Scheduled Castes and Scheduled Tribes in the services of Public Undertakings (*vide* 7th Report

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		of the Committee on the Welfare of Scheduled Castes and Scheduled Tribes—4th Lok Sabha):
		"If the existing percentages of reservations for Scheduled Castes and Scheduled Tribes in Government services are revised upwards, on the basis of the population figures of 1961 Census or otherwise, there may not be much objection to adopting these percentages for the Public Enterprises also."
7.	3.7	So far as the posts of air hostesses and ground receptionists are concerned, the Committee do not feel that there should be any difficulty in getting suitable Scheduled Caste/Tribe candidates for these posts. The Committee would like the Indian Airlines to take necessary steps for the recruitment of Scheduled Caste/Tribe candidates for these posts.
8.	3.8	The Committee would also like the Indian Airlines to make concerted efforts to attract as large a number of Scheduled Caste/Tribe candidates for the post of Pilots, Medical Officers, Engineers and Technicians, as possible.
9.	4.20 & 4.21	The Committee note the procedure of recruitment being followed by the Indian Airlines. The Committee suggest that the advertisements for recruitment to the various posts in the Indian Airlines should also be published in local newspapers (including daily/weekly newspapers which are exclusively devoted to the cause of Scheduled Castes and Scheduled Tribes) in addition to the leading national newspapers. They further suggest that the specific number of posts reserved for Scheduled Castes and Scheduled Tribes in each case of recruitment should invariably be mentioned in all advertisements.

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10.	4.22	The Committee recommend that a suitable representative of the Scheduled Castes and Scheduled Tribes, if available, should be included in the Selection Boards so as to ensure that interests of the Scheduled Caste and Scheduled Tribe candidates are adequately safeguarded. They should also be interviewed in separate blocs and on separate dates in terms of the Ministry of Home Affairs Office Memorandum No. 1/1/70-Estt(SCT) dated the 31st July, 1970, so that they are not judged in comparison with general candidates.
11.	4.23	The Committee endorse the views expressed by the representative of the Ministry during evidence that Scheduled Caste and Scheduled Tribe candidates possessing minimum qualifications required for various non-technical posts should be taken and necessary training given to them later to enable them to improve their standard.
12.	4.24	The Committee note with regret from the statement given in para 4.19 of the Report that a large number of Scheduled Caste and Scheduled Tribe candidates called for interviews were rejected during the years 1967-68 and 1968-69. The Committee feel that when a candidate is called for interview he must have been deemed to possess the minimum qualifications required for that post. Otherwise, he would not have been called for interview. In the face of this, the Committee are unable to understand the reasons for rejection of such large number of Scheduled Caste and Scheduled Tribe candidates at the interview stage, depriving them even of their reserved quota. The Committee, would, therefore, urge that full and precise reasons for the rejection of Scheduled Caste and Scheduled Tribe candidates for a vacancy should be recorded.

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13.	4.25	The Committee suggest that precise reasons for the rejection of Scheduled Caste/Tribe candidates, who have been sponsored by the Employment Exchanges, should be communicated to them. The Employment Exchanges should also be requested to furnish a fresh list of Scheduled Caste and Scheduled Tribe candidates in case suitable Scheduled Caste and Scheduled Tribe candidates are not available in a particular list.
14.	5.4	The Committee regret to note that except for the post of Typist, none of the vacancies mentioned at various points in the Roster maintained for the Recruitment year 1968 by the Headquarters Office of the Indian Airlines in respect of various categories of posts mentioned at para 5.2 of the Report have been filled by Scheduled Castes/Tribes. Even in the post of Typist, out of three vacancies reserved for Scheduled Castes and one for Scheduled Tribes, only two have been filled by Scheduled Castes. The Committee need hardly point out that mere maintenance of a Roster is not an end by itself; nor will it by itself improve the representation of the Scheduled Castes and Scheduled Tribes in the services of the Indian Airlines. Unless all the vacancies reserved for Scheduled Castes and Scheduled Tribes are actually filled by them and their appointments are in fact made according to the points mentioned in the Roster, the position regarding the representation of the Scheduled Castes/Tribes in the services of the Indian Airlines is not expected to improve. The Committee would like the Ministry|Indian Airlines to take effective steps to improve the situation.
15.	6.10	The Committee regret to note the insignificant representation of Scheduled Castes and Scheduled Tribes even in such category of posts of

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		Catering Assistant, Accounts Assistant, Operation Assistant, Traffic Assistant, Stores and Supply Assistant, etc. They also regret to note that under-representation of Scheduled Castes/Tribes continues in such categories as Peon, Porter, Driver, Chowkidar, Lift Operator, Loader, etc., despite the recruitment made during the period 1967 to September, 1969. Considering these heavy shortfalls, the Committee feel that orders/instructions of the Ministry of Home Affairs/Tourism and Civil Aviation/Bureau of Public Enterprises were not implemented properly and adequate attention was not given to improve the situation. The Committee would like to impress upon the Ministry of Tourism and Civil Aviation the desirability of devising adequate checks to ensure the rigid application of the relaxed standards by the Indian Airlines in the recruitment of Scheduled Castes and Scheduled Tribes. They would further suggest that special recruitments to recruit exclusively the Scheduled Castes and Scheduled Tribes should be made more frequently to make up the shortfalls.
16.	6.11	The Committee feel that unless special in-service training programme, especially for those Scheduled Caste/Tribe candidates who have been recruited by lowering the standards, is initiated by the Indian Airlines, it may be very difficult to bring such employees at par with others and make them suitable for higher posts. They suggest that the Ministry of Tourism and Civil Aviation may consider the feasibility of starting a suitable training programme and refresher courses for the Scheduled Castes and Scheduled Tribe employees of the Indian Airlines.
17.	7.3	The Committee note that an Officer of the rank of Joint Secretary in the Ministry of Tourism and Civil Aviation has been made responsible for the effective implementation of the orders

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		and instructions issued by the Ministry of Home Affairs pertaining to the reservation of vacancies in favour of Scheduled Castes and Scheduled Tribes and other benefits admissible to them. The Committee hope that it will help in improving the representation of Scheduled Castes and Scheduled Tribes in the Indian Airlines.
18.	7.4	The Committee suggest that a small Cell may be set up in the Personnel Department of the Indian Airlines to attend to the complaints and grievances of Scheduled Caste and Scheduled Tribe employees and a Senior Officer at the Headquarters Office and at each of the Regional Offices should be made responsible to ensure that reservation orders for Scheduled Castes and Scheduled Tribes are implemented in full.
19.	8:5	The Committee suggest that before a particular post is dereserved, the matter should again be referred to the Employment Exchanges in order to explore the possibility of getting suitable Scheduled Caste and Scheduled Tribe candidates. They also feel that all cases of dereservation should be reported to the Ministry of Tourism and Civil Aviation/Commissioner for Scheduled Castes and Scheduled Tribes with a note indicating the efforts made to get suitable candidates, for their information.
20.	8.6	The Committee further recommend that the posts which have been dereserved should be carried forward for three recruitment years instead of two recruitment years in terms of the Ministry of Home Affairs Office Memorandum No. 27/25/68-Est(SCT) dated the 25th March, 1970.
21.	9.6	In view of the fact that there are very few Scheduled Castes and Scheduled Tribes in the higher posts in the Indian Airlines, the Committee feel that greater promotion opportunities should be provided to them, if need be, by giving them increased weightages.

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